

## Agency Overview

The Idaho Certified Shorthand Reporters Board is a self-governing regulatory Board authorized under Chapter 31, Title 54, *Idaho Code*. All costs associated with operating the Board are paid from fees collected by the Board.

The Board consists of five (5) members, who shall be appointed by the governor and shall have the qualifications required by section 54-3105, *Idaho Code*. The Board is comprised of members representing at least three (3) members of the Board shall be persons who have been nominated by the Idaho Shorthand Reporters Association who must have had at least five (5) years continuous experience immediately prior to their nomination as a freelance shorthand reporter or official court reporter. One (1) other member of the Board shall be an Idaho district judge nominated by the Idaho Supreme Court.

The other member of the Board shall be a member of the Idaho state bar and nominated by the Idaho State Bar Association. All nominations are sent to the Governor for review and final appointment. In addition to the appointed Board members, the Certified Shorthand Reporters Board is staffed by one Executive Secretary at a .33 FTP. The Board is located at 3350 Americana Terrace, Suite 243, Boise Idaho 83706. Board President is Candace Childers.

Issues concerning the Board are:

- Population of aging Certified Shorthand Reporters
- A decrease in applicants taking and passing the Idaho exam due to unprepared ness

How does our agency continue to be successful?

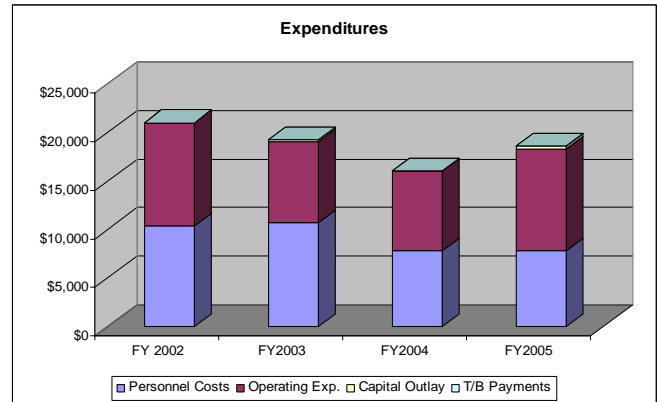
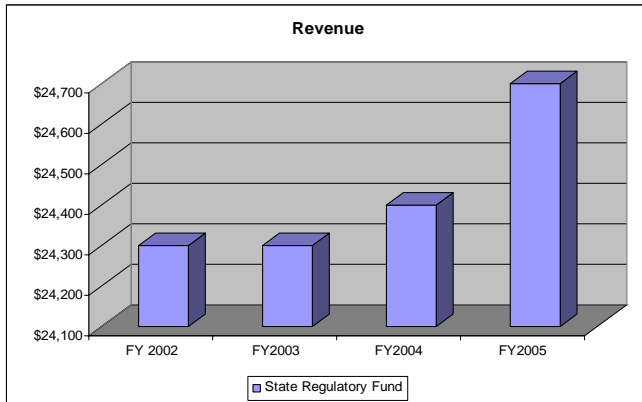
- With dedicated Board members our agency has not lost sight of the mission statement.
- Regular review of statutes and rules has kept the Board current.
- Providing study examination materials to our students will help more individuals pass the Idaho exam and become certified.

## Core Functions/Idaho Code

- To protect the public.
- To determine the qualifications of persons applying for certificates as Certified Shorthand Reporters.
- To prescribe, administer, and determine a passing grade for the examination of applicants applying for certificates as Certified Shorthand Reporters.
- To collect fees and charges.
- To execute and issue temporary and regular certified shorthand reporters certificates upon the grounds and in the manner prescribed by *Idaho Code* Chapter 31, Title 54
- To make rules and regulations to carry out the intent and purposes of the *Idaho Code* Chapter 31, Title 54.
- To conduct investigations and hearings.
- To administer other provisions of *Idaho Code* Chapter 31, Title 54.

## Revenue and Expenditures:

Revenue	FY 2002	FY 2003	FY 2004	FY 2005
State Regulatory Fund	\$24,300	\$24,300	\$24,400	\$24,700
<b>Total</b>	<b>\$24,300</b>	<b>\$24,300</b>	<b>\$24,400</b>	<b>\$24,700</b>
Expenditure	FY 2002	FY 2003	FY 2004	FY 2005
Personnel Costs	\$10,400	\$10,700	\$7,800	\$7,800
Operating Expenditures	\$10,600	\$8,300	\$8,200	\$10,500
Capital Outlay	\$0	\$200	\$0	\$300
Trustee/Benefit Payments	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$21,000</b>	<b>\$19,200</b>	<b>\$16,000</b>	<b>\$18,600</b>



### Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2002	FY 2003	FY 2004	FY 2005
Number of Total Temporaries Applications	4	3	10	8
Number of Temporaries Issued	4	3	10	8
Number of NCRA Certificates Excepted	1	0	4	2
Number Passing the Idaho exam	2	8	3	8
Number of Total CSR Certificates Issued	2	8	7	10
Number of Complaints Received	0	0	3	5

### Performance Highlights:

Legislation approved changes within the Certified Shorthand Reporters Board that became effective July 1, 2005, to reflect current policies, procedures, provision of study examination material, and recognition of certificates from the National Court Reporters Association (NCRA). A newsletter was developed and mailed to all Idaho Certified Shorthand Reporters to explain activities that have taken place. Articles included new changes within Chapter 31, Title 54, Idaho Code, recognition of our dedicated reporters, features available at the new web site, and safety issues provided by the NCRA. Board members approved a new orientation manual to be used as new members join the Board. This manual describes the duties and responsibilities entrusted to the Board.

#### For More Information Contact

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